

**MINUTES OF THE MEETING OF THE BOARD OF THE REDEVELOPMENT  
AUTHORITY OF THE COUNTY OF BERKS**

May 23, 2023

Chairman, Glenn Yeager called the meeting of the Board of the Redevelopment Authority of the County of Berks to order at 4:30 P.M. on May 23, 2023 at the offices of the Redevelopment Authority of the County of Berks, 400 E. Wyomissing, Avenue, Ground Floor, Suite 2, Mohnton, Pennsylvania 19540 and via Zoom telecommunications.

1. **Roll Call:**

The following Board members were present during the meeting:

Glenn Yeager, Chairman  
Eileen Kastura, Vice Chair  
Diodato Bassano, Treasurer  
Thomas Ruth, Secretary  
Jorge Diaz, Assistant Secretary/Assistant Treasurer

Also in attendance were:

Daniel Becker, Esquire of Kozloff Stoudt, Solicitor

Kenneth Pick, Executive Director  
Joshua Lewis, Facilities & Housing Manager  
Tyler Reese, Housing Generalist  
Jaime Perez, Housing Planner  
Kathy Miller, Fiscal Officer  
Kathleen Heckman, Executive Assistant  
Kyre Maxwell, Assistant Fiscal Officer  
Michele Hummel, Assistant Fiscal Officer  
Susan Buono

2. **Presentation for RACC Financing:**

Daryl Peck, Senior Financial Advisor with Concord Public Finance and tax-exempt finance specialist gave a presentation on the RACC financing for Weitz Healthcare Pavilion. Peter Edelman, Esq. also a tax-exempt finance specialist and Shareholder at Stevens & Lee Law Firm contributed to the discussion. The college will be renovating the building to move all healthcare related courses to one building. The college is securing a \$12,000,000 loan from Truist Bank. The Authority will be the conduit for the funds.

3. **Insurance Presentation by Engelberg, Davies and Hambright (EHD)**

Zach Focht, Insurance Broker representative from EHD gave a presentation on the Property & Casualty insurance that the Authority has to cover general liability issues which includes bodily injury and property damage. A copy of the Policy Summary is attached to these Minutes. The Authority Board had a concern regarding insurance protection for the Colebrookdale Railroad, as well as insurance protection for the Board members. Mr. Focht stated that the Authority has \$5,000,000 liability insurance coverage per occurrence. The Authority also carries Public Officials and Employment Practices insurance which protects any decisions/resolutions that the Board members may decide as a Board. Solicitor Becker stated that he and Mr. Pick will review the current insurance policy in place for the Authority.

4. **Reading and approval of minutes of the meeting of April 25, 2023:**

Upon motion made by Eileen Kastura and seconded by Diodato Bassano, all members of the Board present voted to approve the April 25, 2023 minutes of the Board.

5. **Report of Treasurer:**

Diodato Bassano presented the Profit & Loss Statement and the Balance Sheet as of May 23, 2023. A copy of the report is attached to these Minutes. Upon motion by Thomas Ruth and seconded by Jorge Diaz, all Board members present voted to accept the report of the Treasurer, including said Profit & Loss Statement and Balance Sheet, subject to audit.

6. **Bills and Communications:**

Diodato Bassano, presented the list of payments to creditors representing the period of May 1, 2023 through May 23, 2023. A copy of the report is attached to these Minutes. Upon motion by Thomas Ruth and seconded by Eileen Kastura, all Board members present voted to approve the list of payments to creditors.

There were no communications.

7. **Reports of Committees:**

There were no committee reports presented.

8. **Unfinished Business:**

a. **Rentals**

Kathy Heckman stated that all rental maintenance issues have been reported to the Authority office and that maintenance workers will follow-up on those issues. There are no vacancies at this time.

- b. **Colebrookdale Railroad:** Mr. Pick advised of the following:

Work continues on the Boyertown Transload facility. The Colebrookdale railroad services the Boyertown Foundry anticipating delivering coke to their facility. Ken Pick attends weekly meetings with consultants for the National Environmental Protection Act with respect to the requirements of the RIF loan and CRISI grant. The projected completion date is Spring 2025. A Pacific locomotive was donated by the Tennessee Valley Railroad Museum to the Colebrookdale Railroad and will be arriving in Boyertown sometime this summer. Approximately \$3 million dollars will be needed to renovate the locomotive. The Diplomat railcar is owned by the Authority and is on loan to the Colebrookdale Railroad. The railroad is in process of restoring the Diplomat. Bids are due on May 24, 2023 for the 4<sup>th</sup> Street bridge project.

- c. **Emergency Rental Assistance Program (ERAP).** Kyre Maxwell reported the following statistics since the April board meeting:

There are 17 applications in progress, 2 pending financial review, 3 pending vendor response, 1,512 have been denied, 65 applications have been withdrawn, 261 are in payment status with BCRA, 70 are in payment status with BCEH, 52 reapplications needed, 494 have been approved for an additional 3 months, and 2,878 participants have ended assistance after 12-18 months. All funding is expected to be allocated by July 1, 2023.

- d. **Amorcast.** Mr. Pick had nothing to report on Amorcast.

- e. **Whole Homes Repair Program (WHRP).** Josh Lewis advised the Board of the following:

The program is scheduled for start-up on July 5, 2023. Neighborly Software will be used to upload the application for the WHRP. There will be a link to go to the Neighborly Software application to apply for the program. The website to link the application is 90% complete.

- f. **Major Systems Program.** Tyler Reese reported the following statistics to the Board:

To date, there were 39 applications submitted to the Authority, homes repairs have been completed on 9 houses and 14 are in progress.

9. **New Business:**

- a. **Resolution 2023-9** A motion was made by Glenn Yeager and seconded by Diodato Bassano to approve the purchase of the property located at 257 South 4<sup>th</sup> Street in Hamburg and authorizing various members and officials to execute related documents. All members of this Authority present voted in the affirmative.

- b. **Resolution 2023-10** A motion was made by Diodato Bassano and seconded by Glenn Yeager approving and authorizing the issuance of up to \$12,000,000 in tax-free financing for RACC. All members of this Authority present voted in the affirmative.
  - c. **Resolution 2023-11** A motion was made by Eileen Kastura approving an application to the Pennsylvania Redevelopment Assistance Program (RACP) for a grant for the IUOE 542 Project. The motion was seconded by Diodato Bassano and all members of this Authority present voted in the affirmative.
  - d. **Amendment #1** A motion was made by Diodato Bassano and seconded by Thomas Ruth to approve Amendment #1 to the Cooperation Agreement between the County and the Authority related to the RACP grant for the IUOE 542 Project. All Board members present voted in the affirmative.
  - e. **Approval to hire Executive Assistant:** A motion was made by Glenn Yeager and seconded by Jorge Diaz to approve the hiring of Susan Buono as Executive Assistant with the Authority effective May 23, 2023. All Board members present voted in the affirmative.
10. **Executive Session** for real estate matters: The executive session was postponed and moved to the next Authority meeting to be held on June 27, 2023.
11. **Adjournment:**

There being no further business of this Authority, a motion was made by Glenn Yeager to adjourn the meeting of this Authority. The motion was seconded by Eileen Kastura and all members of this Authority present voted in the affirmative. The next meeting of the Board will be on June 27, 2023. This meeting was adjourned at 5:45 p.m.



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Glenn A. Yeager, Chairman